

**Memorandum of Understanding and Infrastructure Funding Agreement  
between  
ARIZONA@WORK Coconino Workforce Development Board and the  
Workforce Innovation & Opportunity Act Partners**

**I. Introduction**

- A. The purpose of this Memorandum of Understanding (MOU) is to improve the accessibility and quality of workforce development services made available to a partner shared customer pool. The Workforce Innovation and Opportunity Act (WIOA) and associated Arizona State Policy set by the Workforce Arizona Council requires the Coconino County Workforce Development Board (LWDB) to develop, execute, and maintain a MOU with all core and required workforce system partners, herein referred to as "Partners".
- B. This MOU provides the shared funding arrangements entered into by the Partners in the Coconino County Workforce Development Area (LWDA) delivery system. Through this MOU, the Partners have identified costs related to the operation and maintenance of the LWDA delivery system that are of mutual benefit and have identified mechanisms for the payment of such costs.
- C. The LWDB is the entity accountable for oversight of the following programs: youth workforce development activities authorized under WIOA section 129(c); adult and dislocated worker employment and training activities under WIOA sections 134(c) and (d); employer engagement; and the One-Stop delivery system in Coconino County.
- D. Partner programs who are parties to this MOU will participate as members of the ARIZONA@WORK Coconino County Partner Program Operations Leadership Committee in conjunction with the LWDB.

**II. Background**

ARIZONA@WORK Coconino County Partners developed this MOU to ensure that the following principles of the Workforce Innovation and Opportunity Act of 2014 are implemented:

- A. **Universal Access:** All customers, including those with barriers to employment, will have access to services at each ARIZONA@WORK Coconino One-Stop Job Center. All customers, including youth, individuals with disabilities and the needs of workers will be provided information to make career and labor market decisions.

- B. One-Stop System Approach: All customers may explore work readiness preparation, foundational education, and career development services while having access to information on a range of employment, training, and occupational programs. Services will be made available through the ARIZONA@WORK One-Stop Job Center, WIOA Partner programs, and online.
- C. Individual Choice: Customers will have access to career, skill, employment, education, and training information to enhance employment opportunities based on individual needs. Customers may develop a personal career plan, taking into consideration the advice and coaching provided by One-Stop Job Center staff and Partners.
- D. Regional Development: Creating an ARIZONA@WORK System that upgrades the regional area workplace skills and enhances the economic development of the area. Services for both employers and job seekers, such as tax credits, labor market information, employment opportunities, and skill building, will be made accessible on-site.
- E. Cost-Effectiveness: All customers will have access to a system that minimizes costs, enhances the participation of employers and job seekers served through the system, and does not duplicate services.

### III. MOU Partners

- A. Section 121(b)(1)(B) of WIOA identifies the following entities that are required core programs of local One-Stop delivery systems:
  - Title I programs authorized under WIOA, serving:
    - Adults,
    - Dislocated workers,
    - Youth,
    - Job Corps, and
    - Migrant and seasonal farmworkers.
  - Title II: Adult education and literacy activities authorized under Title II of WIOA; (WIOA sec. 121(b)(1)(B)(iii)),
  - Title III: Programs authorized under the Wagner-Peyser Act (29 U.S.C. 49 et seq.); (WIOA sec. 121(b)(1)(B)(ii)),
  - Title IV: Programs authorized under parts A and B of Title I of the Rehabilitation Act of 1973 (29 U.S.C. 720 et seq.); (WIOA sec. 121(b)(1)(B)(iv)).
- B. Section 121(b)(1)(B) of WIOA identifies the following entities that are required partners of local One-Stop delivery systems, if providing services in the service area:

- Senior community service employment activities authorized under Title V of the Older Americans Act of 1965 (42 U.S.C. 3056 et seq.); (WIOA sec. 121(b)(1)(B)(v)).
  - Postsecondary vocational education activities under the Carl D. Perkins Vocational and Applied Technology Education Act (20 U.S.C. 2301 et seq.); (WIOA sec. 121(b)(1)(B)(vi)).
  - Trade Adjustment Assistance and NAFTA Transitional Adjustment Assistance activities authorized under chapter 2 of Title II of the Trade Act of 1974 (19 U.S.C. 2271 et seq.); (WIOA sec. 121(b)(1)(B)(vii)).
  - Activities authorized under chapter 41 of Title 38, U.S.C. (local veterans' employment representatives and disabled veterans outreach programs); (WIOA sec. 121(b)(1)(B)(viii)).
  - Employment and training activities carried out by the Department of Housing and Urban Development; (WIOA sec. 121(b)(1)(B)(x)),
  - Programs authorized under State unemployment compensation laws (in accordance with applicable Federal law); (WIOA sec. 121(b)(1)(B)(xi)),
  - Programs authorized under section 212 of the Second Chance Act of 2007 (42 U.S.C. 17532); (WIOA sec. 121(b)(1)(B)(xii)), and
  - TANF Programs authorized under part A of Title IV of the Social Security Act (42 U.S.C. 601 et seq.), subject to subparagraph (C). (WIOA sec. 121(b)(1)(B)(xiii)).
- C. The following core and required partners provide services provided in the ARIZONA@WORK Coconino County service delivery area, and are parties to the MOU:
- Programs authorized under Title I of WIOA:
    - Adult Program
    - Dislocated Worker Program
    - Youth
  - The Wagner-Peyser Act Employment Service program authorized under the Wagner-Peyser Act (29 U.S.C. 49 et seq.), as amended by WIOA Title III.
  - The Adult Education and Family Literacy Act (AEFLA) program authorized under Title II of WIOA.
  - The Vocational Rehabilitation (VR) program authorized under Title I of the Rehabilitation Act of 1973 (29 U.S.C. 720 et seq.), as amended by WIOA Title IV.

- The Senior Community Service Employment Program authorized under Title V of the Older Americans Act of 1965 (42 U.S.C. 3056 et seq.).
  - Trade Adjustment Assistance activities authorized under chapter 2 of Title II of the Trade Act of 1974 (19 U.S.C. 2271 et seq.).
- D. Other required or additional entities may become parties to this MOU as service delivery is established in the stated service delivery area or at the discretion of the ARIZONA@WORK Coconino County Local Workforce Development Board.
- E. The designated One-Stop Operator for the Coconino County ARIZONA@WORK System is selected by the LWDB through a competitive process. The Local Workforce Development Board oversees the One-Stop system.

#### **IV. Duration of this Memorandum of Understanding**

This MOU will be in effect starting July 1, 2020 and will be renewed no less than once every three-year period from each effective date. The ARIZONA@WORK Coconino County Partner Program Operations Leadership Committee will review this MOU bi-annually, making any updates and changes as necessary. When fully executed, the MOU must contain the signatures of the LWDB, One-Stop Partners, Chief Elected Official(s), and the time period in which the agreement is effective.

#### **V. Renewal and Amendment of this Memorandum of Understanding**

- A. This MOU will be reviewed on an bi-annual basis or more often as agreed to by the Partner Program Operations Leadership Committee and the LWDB.
- B. If substantial changes have occurred, this MOU will be modified accordingly no less than once every three-year period to ensure appropriate funding and delivery of services. Substantial changes include:
- a. Changes to the status of participation of Partners to this agreement and/or
  - b. Changes to the infrastructure funding and/or contribution by each partner.
- C. The resource sharing agreement attached to the MOU will be reviewed by the ARIZONA@WORK Coconino County LWDB and the Operations Leadership Committee bi-annually.
- D. Any signatory of this document may request in writing a modification or termination of this document. Such requests will be submitted to the LWDB.

#### **VI. Description of ARIZONA@WORK System Services**

- A. Service delivery will be consistent with the most current version of the ARIZONA@WORK Coconino County Local Workforce Development Plan and



processes agreed upon by the member of the Partner Program Leadership Committee and the LWDB as applicable. Partners who are a party to this MOU will provide services on-site, via technology-based opportunities, and through an agreed upon referral process.

- B. All partners to this MOU/IFA will provide services under the ARIZONA@WORK Coconino County brand regardless of organizational affiliation.
- C. A directory will be on-site at each One-Stop Job Center that provides specific information about services provided by each partner along with contacts.
- D. As per WIOA, use of the One-Stop Job Center will be universal and open to the public. Individuals utilizing the One-Stop Job Center may register in the Arizona Job Connection website and may access additional services as determined by informal and formal work readiness assessments.
- E. Individual programs may require eligibility documentation for enrollment. Each program will provide to customers their respective eligibility requirement and services offered.
- F. Co-enrollment in multiple partner programs is encouraged whenever assessment results indicate this will be most beneficial for the customer. The objective of co-enrollment is to broaden the service options for participants by leveraging resources and responding to un-met education, supportive services, and job placement needs.
- G. The ARIZONA@WORK Coconino County Comprehensive One-Stop Center is located at the following address:

**1701 N. 4<sup>th</sup> St.**

**Flagstaff, AZ 86004**

- H. Electronic Access points in Coconino County:
  - a. Fredonia Public Library, 130 S Main St, Fredonia AZ 86022
  - b. Page Public Library, 479 S Lake Powell Blvd, Page AZ 86040
  - c. Williams Public Library, 113 S 1<sup>st</sup> Street A, Williams AZ 86046
  - d. Flagstaff Public Library, 300 W. Aspen Ave, Flagstaff, AZ 86001

## **VII. Role of the ARIZONA@WORK One-Stop Operator**

- A. Be responsible for the coordination and implementation of the partner program service delivery system as outlined in the ARIZONA@WORK Coconino County Local Workforce Development Plan,
- B. Direct the flow and delivery of services in accordance with workforce system policies,

- C. Use a high level of innovation and creativity in designing and implementing a human-centric workflow system that will benefit ARIZONA@WORK Coconino County customers,
- D. Coordinate the service delivery of required and participating One-Stop partners and service providers, and
- E. Oversee the ARIZONA@WORK Coconino County Comprehensive One-Stop Job Center. At a minimum, the One-Stop Operator will visit the service location once a month or as determined by the Coconino County Workforce Development Board.

#### **VIII. System Partners, Standards, and Expectations**

- A. Partners are expected to adhere to established standards for providing services at the ARIZONA@WORK Coconino County Comprehensive One-Stop Job Center, including:
  - 1. Statutory compliance with all federal, state, and local rules including those established by the One-Stop Job Center, so far as they are not in conflict with the specific application of any law and regulation governing the operation.
  - 2. All persons in the One-Stop Job Center are expected to practice a code of conduct which includes:
    - a. Presenting a professional appearance
    - b. Maintaining good work habits: e.g. practicing common courtesy, maintaining a neat workspace, being punctual, appreciating diversity, exceeding customer expectations
    - c. Compliance with a practice of established professional and ethical standards
    - d. Maintaining adequate levels of staffing during all hours of operation, including non-traditional hours (if applicable) and
    - e. Shared responsibility for compliance with established security and emergency guidelines.
- B. The ARIZONA@WORK Coconino County Comprehensive One-Stop Job Center will be functionally aligned across participating Partners. Each function will be based on WIOA procedures and regulations, which shall be comprised of supervisory level staff of partner and mandated programs operating within the ARIZONA@WORK Coconino County service delivery system. System partners agree to coordinate scheduling activities to facilitate customer flow and service among partners.

## **IX. Description of Functional Organization, Customer Flow, and Service Delivery**

- A. Use of a 'no wrong door' approach within the workforce system One-Stop Job Center to create a customer-friendly, seamless service delivery system; the 'no wrong door' approach provides customers with the opportunity to explore work readiness preparation, foundational education, and career development services while having access to information on a range of employment, training, and occupation programs. It will enable clients to approach the One-Stop system to address their needs, rather than a preconceived idea of the programs or services.
- B. Referrals will be made to partner programs as appropriate. Partners agree to develop a universal referral process.
- C. Resource information will be on-site at each service location that provides contact information for each partner program.
- D. System partners are expected to respond to referrals in a timely manner based on agency workflow and resources.
- E. Service delivery will be consistent with the ARIZONA@WORK Coconino County Local Plan and processes agreed upon by members of the Program Operations Leadership Committee and the LWDB.
- F. Each partner is responsible for their provision of services associated within the One-Stop System.
- G. Partners have agreed to maintain operational control and responsibility for their staff assigned to the One-Stop System, while assuring staff adhere to policies and procedures of the location.
- H. Partners will adhere to the WIOA applicable policies and procedures.

## **X. Business Engagement**

ARIZONA@WORK Coconino County Partners to this MOU agree that:

The business community is the primary customer of the ARIZONA@WORK Coconino County business engagement system. The approach to business engagement will be based upon a transformational approach – one that is visionary, proactive, and strategic; holistic view; embraces uncertainty, risk and new approaches.

Focusing on individual program goals (e.g. placements, enrollments) can be detrimental to the goals of the larger business engagement effort.

- A. Business Service delivery will be consistent with the most current version of the ARIZONA@WORK Coconino County Local Workforce Development Plan and processes agreed upon by members of the ARIZONA@WORK Coconino County Partner Program Operations Leadership Committee
- B. In addition to the guiding principles within the local plan, Partners agree to:

1. Identify and provide services under the ARIZONA@WORK Coconino County brand regardless of organizational affiliation while providing WIOA services
2. Identify a single point of contact for business engagement activities
3. Agree upon and collaboratively develop a method to coordinate outreach efforts to employers and networking groups
4. Avoid duplication of outreach and outreach efforts are aligned with the local plan
5. Ensure all staff are focused on local in-demand sectors
6. Develop a comprehensive list of the services each partner offers to the business community for internal reference
7. Recognize the ARIZONA@WORK Coconino County website as the primary contact portal for the business community for access to services
8. Develop integrated marketing materials that seamlessly promote system serves that are available to the LWDA business community
9. Leverage program caseloads to support the labor exchange effort (e.g. job orders, hiring events and job fairs). Partners will develop a feedback mechanism for partners to provide to the Business Service Representative job ready/referred participants
10. Ensure Business Service Representatives contact all partners in support of scheduled events and
11. Identify a single Business Engagement Team member to serve as a representative on the ARIZONA@WORK Business Services Team.

#### **XI. Cross-Training**

- A. Partners agree to participate in cross-training to ensure that partner staff are familiar with all programs represented within the ARIZONA@WORK Coconino County One-Stop Job Center in order to integrate services, facilitate co-enrollment, and improve overall service delivery.
- B. The One-Stop Operator will coordinate and work with Partners to schedule trainings.

#### **XII. Veterans Preference**

All federally funded employment and training programs administered by ARIZONA@WORK Coconino County Comprehensive One-Stop Job Center Partners will include a veteran priority system to provide maximum employment and training opportunities to veterans and other eligible persons within each targeted group, as established by applicable federal law and state and federal policies in the LWDA.



### **XIII. Resource Sharing Agreement and Cost Allocation**

- A. One-Stop system partners will share an equitable and proportionate responsibility for the costs of the infrastructure and operational expenses of the ARIZONA@WORK Coconino County Comprehensive One-Stop Job Center based on the benefit derived.
  - **Attachment A** outlines our current Infrastructure Funding Agreement.
- B. Co-located partners agree to base cost sharing on direct square footage used for each respective partner with dedicated space in the AZ DES building and a corresponding share of the common area costs.
- C. System partners that do not have dedicated space in the Comprehensive One-Stop Job Center may negotiate with the AZ DES to determine if space is needed and available.

### **XIV. Performance Accountability**

- A. Partners agree to meet quarterly, at a minimum, to exchange information about performance goals and the attainment of these goals. These meetings will be set-up and facilitated through the One-Stop Operator. Partners will develop strategies to assist each other in meeting the respective performance goals.
- B. AZ DES will be responsible for day-to-day functional supervision of the Comprehensive One-Stop Job Center and will coordinate with Partner agencies to ensure coverage is shared by Partners when necessary.
- C. The LWDB and Partners will be part of a process that will continuously review the needs of the workforce and business community and refine the services of the One-Stop Job Center based upon those needs.
- D. The LWDB and Partners agree to participate in assessment activities to measure system effectiveness.

### **XV. Confidentiality**

Partners agree to share customer information only for the benefit and with the expressed and informed consent of the participant and, if applicable, the participant's parent or legal guardian.

### **XVI. Dispute Resolution Process**

It is expected that Partners will participate in decision-making by consensus.

- A. In instances where consensus cannot be reached, and service delivery for the ARIZONA@WORK Coconino County Comprehensive One-Stop Job Center is impaired, those partners who are parties to the dispute and have signed this MOU shall submit to the following dispute resolution process:

1. If Partners are unable to resolve a dispute to the satisfaction of the members who are parties to the dispute, the complaint shall be submitted in writing to the Coconino County LWDB Executive Committee and the LWDB Executive Director.
2. The Executive Director shall evaluate the merits of the dispute and may attempt to resolve the dispute through mediation. However, in all cases, the LWDB Executive Director shall prepare a response to the complaint within thirty days.
3. If any party to the dispute is not satisfied with the decision of the LWDB Executive Committee, the dispute shall be referred to a five-person hearing panel, chosen by the LWDB, for resolution. The panel shall be requested to make a determination within thirty days. The decision of the committee shall be final and binding on all parties to the dispute.

#### **XVII. Addressing Customer Complaints**

- A. Any partner staff can receive a customer complaint.
- B. Partners agree to address complaints that are received by following the policy and associated procedures outlined in the ARIZONA@WORK Coconino County Policy Manual, section L, Complaints and Grievances, found at: <https://arizonaatwork.com/locations/coconino-county/policies>.

#### **XVIII. Severability Clause**

If any part of this MOU is found to be null and void, or is otherwise stricken, the rest shall remain in full force and effect.

#### **XIX. Indemnification**

- A. The Parties intend and agree that they should each be responsible for their own acts, errors and omissions, and the acts, errors and omissions of their own employees, agents, clients, guests, invitees, or persons acting at the direction or under the control of that Party.
- B. The Parties to this Agreement agree to defend, indemnify, or hold harmless the other Parties from liability hereunder. However, if the common law or a statute provides for either a right to indemnity and/or a right to contribution to any Party to this Agreement, then the right to pursue one or both of these remedies is preserved.

#### **XX. Disabilities Services**

- A. All parties to this MOU certify that they prohibit, and will continue to prohibit, discrimination and they certify that no person otherwise qualified is denied employment, services, or other benefits on the basis of:

1. Political or religious opinion or affiliation, marital status, sexual orientation, gender, gender identification and/or expression, race, color, creed, or national origin,
  2. Sex or age, except when such constitutes a bon fide occupational qualification, or
  3. The physical or mental disability of a qualified individual with a disability.
- B. The parties to this agreement specifically agree that they will comply with Section 188 of the WIOA Nondiscrimination and Equal Opportunity Regulations (29 CFR Part 38; Final Rule December 2, 2016); the Americans with Disabilities Act (42 U.S.C. 12101 et seq.); the Non-traditional Employment for Women Act of 1991; Titles VI and VII of the Civil Rights Act of 1964, as amended; Section 504 of the Rehabilitation Act of 1973, as amended; the Age Discrimination Act of 1967, as amended; Title IX of the Education Amendments of 1972, as amended; and with all applicable requirements imposed by or pursuant to regulations implementing those laws, including but not limited to 29 CFR Part 37 and 38.

#### **XXI. Data Access**

- A. Records of customers who receive services funded through Wagner-Peyser, Title 1B or other U.S. Department of Labor funded employment programs will be maintained in a workforce case management and reporting system provided by AZ DES.
- B. Partners who wish to obtain access to workforce case management and reporting systems may do so under terms and conditions of this MOU if the following conditions are met:
1. The partner is responsible for all costs associated with data access,
  2. The partner agrees to adhere to state and local policies governing confidentiality, data usage, and standards for data entry, and
  3. Each partner staff member who requires access will follow the security access procedures established by AZ DES and sign the appropriate data access forms prior to receiving access.

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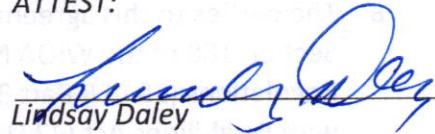
**Chief Elected Official**

Supervisor Matt Ryan, Chair of the Board  
Coconino County Board of Supervisors

Printed Name and Title

  
Signature \_\_\_\_\_ Date \_\_\_\_\_

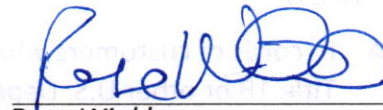
ATTEST:


  
Lindsay Daley \_\_\_\_\_ Date \_\_\_\_\_  
Clerk of the Board

**LWDB Chairperson**

Dr. Aaron Tabor, Ph.D., Chair  
Coconino Workforce Development Board  
Printed Name and Title

Approved as to form:


  
Rose Winkler \_\_\_\_\_ Date 2/10/21  
Deputy County Attorney

  
Signature \_\_\_\_\_ Date 12/16/20

**One-Stop Operator**

Dr. Kathy Turner  
Turner's Above the Line Consulting

Printed Name and Title

  
Signature \_\_\_\_\_ Date 12-17-20  
Turner, K.D.



**Memorandum of Understanding  
between  
Coconino County Workforce Development Board  
and  
Workforce Innovation Opportunity Act Partners**

PARTNER PROGRAM	ORGANIZATION	REPRESENTATIVE (PRINT)	SIGNATURE / DATE
WIOA Adult and Dislocated Worker Title IB	Coconino County Health and Human Services		
WIOA Youth Programs Title IB	Coconino County Health and Human Services		
Job Corps Title I of WIOA	Job Corps		
Indian & Native American Programs WIOA Title I	Phoenix Indian Center		
Adult Ed & Family Literacy Act Title II of WIOA	Arizona Department of Education	Donovan Wiedmann	Donovan Wiedmann 1-13-21
Wagner-Peyser Title III of WIOA	Arizona Department of Economic Security		
State Unemployment Insurance	Arizona Department of Economic Security		
Trade Adjustment Assistance Title II of Trade Act	Arizona Department of Economic Security		
Jobs for Veterans State Grants Title 38, U.S.C.	Arizona Department of Economic Security		

PARTNER PROGRAM	ORGANIZATION	REPRESENTATIVE (PRINT)	SIGNATURE / DATE
Vocational Rehabilitation Title IV of WIOA	Arizona Department of Economic Security	Kristen Mackey	<i>Kristen Mackey</i> 12/14/2020
Senior Community Service Employment Programs under Title V of Older Americans Act—State of Arizona	AARP Foundation	Demetrios Antzoulatos VP Finance, Grants & Operations AARP Foundation EIN: 660-47-5971	
Career and Technical Education programs at the postsecondary level under Perkins Career and Technical Education Act.	Coconino Community College		

**Infrastructure Funding Agreement (IFA):**

**Local Workforce Development Area:** ARIZONA@WORK Coconino County, Local Workforce Development Area

**Date Submitted:** 8/31/2020

1. **The period of time this agreement is effective:** July 1, 2020 to June 30, 2023
2. **Identification of all ARIZONA@WORK Job Center partners, Chief Executive Official(s), and the Local Workforce Development Board (LWDB) participating in the IFA (See Attachment A)**  
  
Included in Attachment A
3. **Steps the LWDB, Chief Elected Official (CEO), and ARIZONA@WORK Job Center partners took to reach consensus and/or an assurance that the Local Workforce Development Area followed guidance for the state infrastructure funding mechanism**

Steps taken by LWDA included:

Step One: Discussion with the state on identified needs.

Step Two: Email sent to all parties

Step Three: All parties review the document.

Step Four: Draft document is submitted to the state for review.

Step Five: All parties sign the document.

Overview of meetings:

The parties provided a discussion via email which included a review of what the IFA required and the development of answers to the fundamental questions. The IFA was completed and provided to the State for review. At the next meeting, each party will be provided the updated MOU/IFA for discussion and review. After these email meetings the document will be routed for signatures.

During this process, all parties agreed that the steps to reach consensus for this IFA would be the same as described in the *Dispute Resolution Process*, Section XIV of the MOU. Partners will make a concerted effort to negotiate the IFA, including the overall operating budget, for the Coconino Local Workforce Area. All budgets in the IFA will be reconciled quarterly against actual data on a mutually agreed upon cadence, by all partners.

**4. The process ARIZONA@WORK Job Center partners will use to resolve issues related to infrastructure funding during the MOU duration period when consensus cannot be reached**

All Parties/partners will actively participate in Coconino County IFA negotiations in a good faith effort to reach agreement. Any disputes shall first be attempted to be resolved informally. Should informal resolution efforts fail, the process outlined in the *Dispute Resolution Process*, Section XVI of the MOU will be followed.

If Partners in Coconino County have employed the *Dispute Resolution Process* and have failed to reach consensus on any issue pertaining to the IFA, then an impasse is declared, and the State Funding Mechanism will be triggered.

**5. A description of the periodic modification and review process to ensure equitable benefit among ARIZONA@WORK Job Center partners**

This IFA, as an attachment to the MOU, shall be reviewed on an annual basis, or more often as agreed to by the Partner Program Leadership Committee. If substantial changes have occurred this IFA/MOU will be modified accordingly no less than once every three-year period to ensure appropriate funding and delivery of services.

All Parties agree to abide by the process for modification, as outlined in the *Renewal and Amendment of this Memorandum of Understanding*, section V of the MOU.

**IFA Attachments**

- A. ARIZONA@WORK Job Center Partners, Chief Executive Official(s), and the LWDB Participating in the IFA**
- B. ARIZONA@WORK Operating Budget: Infrastructure Costs**



- C. Signatures of Co-located ARIZONA@WORK Job Center Partners Agreeing to Share Infrastructure Costs**
- D. Signatures of Non-Co-located ARIZONA@WORK Job Center Partners Agreeing to Negotiate the Sharing of Infrastructure Costs When Sufficient Data is Available to Determine Relative Benefit and Proportionate Share**
- E. ARIZONA@WORK Operating Budget: Additional Costs (Applicable Career Services)**
- F. OPTIONAL:**  
  
***ARIZONA@WORK Operating Budget: Additional Costs (Shared Operating Costs and Shared Services) and Signature of ARIZONA@WORK Job Center Partners Agreeing to Share Identified Operating Costs/Shared Services***

**Attachment A:****Identification of all ARIZONA@WORK Job Center Partners, Chief Elected Official(s), and the Local Workforce Development Board (LWDB) participating in the IFA****Local Workforce Development Board:**

Dr. Aaron Tabor Ph.D.,  
Coconino Workforce Development Board  
Chair  
219 E Cherry Ave.  
Flagstaff, AZ 86001  
[workforcedevelopment@coconino.az.gov](mailto:workforcedevelopment@coconino.az.gov)

Cindy Wilson  
Coconino Workforce Development Board  
Interim Executive Director  
2219 E Cherry Ave.  
Flagstaff, AZ 86001  
[workforcedevelopment@coconino.az.gov](mailto:workforcedevelopment@coconino.az.gov)  
928-679-7416

**Chief Elected Official(s):**

Coconino County Board of Supervisors

District 1 – Art Babbott, 219 E Cherry Ave, Flagstaff, AZ 86001 928-679-7151 [ababbott@coconino.az.gov](mailto:ababbott@coconino.az.gov)

District 2 – Liz Archuleta (Chairwoman) 219 E Cherry Ave, Flagstaff, AZ 86001 928-679-7152 [larchuleta@coconino.az.gov](mailto:larchuleta@coconino.az.gov)

District 3 – Matt Ryan 219 E Cherry Ave, Flagstaff, AZ 86001 928-679-7163 [mryan@coconino.az.gov](mailto:mryan@coconino.az.gov)

District 4 – Jim Parks 219 E Cherry Ave, Flagstaff, AZ 8600 928-679-7154 [jparks@coconino.az.gov](mailto:jparks@coconino.az.gov)

District 5 – Lena Fowler (Vice-Chair) 219 E Cherry Ave, Flagstaff, AZ 86001 928-679-7751 [lfowler@coconino.az.gov](mailto:lfowler@coconino.az.gov)

<b>Required WIOA and ARIZONA@WORK Job Center Partner</b>	<b>ARIZONA@WORK Job Center Partner Serves Local Area?</b>	<b>Point of Contact Information</b> <i>Name, Title, Address, Telephone, Email</i>
Adult, Dislocated Worker (DW), and Youth Program Services under Title I-B of WIOA	X	Michelle Axlund/Kim Musselman Deputy Director / Director, Interim Coconino County Health and Human Services 2625 N King St., Flagstaff, AZ 86004 928-679-7282 <a href="mailto:maxlund@coconino.az.gov">maxlund@coconino.az.gov</a>

Job Corps under Title I of WIOA	X	Terry White Outreach and Admissions Counselor Job Corps 602-377-4352 <a href="mailto:White.Terry@jobcorps.org">White.Terry@jobcorps.org</a>
YouthBuild under Title I of WIOA	N/A	N/A
Indian and Native American Programs (INAP) under WIOA Title I	X	Bridget K. Blixt Program Manager Phoenix Indian Center, Inc. 4520 N Central Ave Ste. 250 Phoenix, AZ 85012 602-264-6768 Ext 2201 <a href="mailto:bblixt@phxindiancenter.org">bblixt@phxindiancenter.org</a>
Migrant and Seasonal Farmworker Programs (MSFW) under Title I of WIOA	N/A	N/A
Adult Education and Family Literacy Act programs under Title II of WIOA	X	Donovan Wiedmann Senior Program Manager, Adult Education Coconino Community College 3000 N. Fourth Street, Flagstaff, AZ 86004 928-526-7637 <a href="mailto:donovan.wiedmann@coconino.edu">donovan.wiedmann@coconino.edu</a>
Wagner-Peyser under Title III of WIOA	X	Kelly Hart, Administrator, EEA Arizona Department of Economic Security 1789 W Jefferson, Phoenix AZ 85007 602-320-8766 <a href="mailto:kellyhart@azdes.gov">kellyhart@azdes.gov</a>
State Unemployment Insurance (UI)	X	Sandra Canez Arizona Department of Economic Security <a href="mailto:sandracanez@azdes.gov">sandracanez@azdes.gov</a>
Trade Adjustment Assistance (TAA) under Title II of Trade Act	X	Kelly Hart, Administrator, EEA Arizona Department of Economic Security



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		1789 W Jefferson, Phoenix AZ 85007 602-320-8766 <a href="mailto:kellyhart@azdes.gov">kellyhart@azdes.gov</a>
Jobs for Veterans State Grants (Vets) under Title 38, U.S.C.	X	Kelly Hart, Administrator, EEA Arizona Department of Economic Security 1789 W Jefferson, Phoenix AZ 85007 602-320-8766 <a href="mailto:kellyhart@azdes.gov">kellyhart@azdes.gov</a>
Vocational Rehabilitation under Title IV of WIOA	X	Marv Beckham RSA Unit Supervisor Arizona Department of Economic Security 1701 N. Fourth Street, Flagstaff, AZ 86004 928-779-4147 <a href="mailto:MBeckman@azdes.gov">MBeckman@azdes.gov</a>
Senior Community Service Employment Programs (SCSEP) under Title V of Older Americans Act--State of Arizona	X	Elexia Torres, Project Director AARP Foundation SCSEP 4520 N Central Avenue, Suite 575, Phoenix AZ 85012 602-841-0403
Senior Community Service Employment Programs (SCSEP)—National Grantees under Title V of Older Americans Act	X	Jamescha Jones, Assistant National Director, Field Management <a href="mailto:jjones@aarp.org">jjones@aarp.org</a> 202-805-9403 202-434-6219
Career and Technical Education programs at the postsecondary level (CTE) under Perkins Career and Technical Education Act	X	Donovan Wiedmann Senior Program Manager, Adult Education Coconino Community College 3000 N. Fourth Street, Flagstaff, AZ 86004 928-526-7637 <a href="mailto:donovan.wiedmann@coconino.edu">donovan.wiedmann@coconino.edu</a>
Housing and Urban Development---Employment and Training Programs	N/A	N/A



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Community Services Block Grants (CSBG)— Employment and Training Activities	N/A	N/A
Re-entry Employment Opportunities (REO) under Second Chance Act	N/A	N/A
<b>Additional ARIZONA@WORK Job Center Partners Approved by the LWDB and CEO(s)---If Any</b>		

*\* Workforce Arizona Council, 03-2016: "The Governor notified the Secretaries of the U.S. Departments of Labor and Health and Human Services in writing that TANF will not be a required partner in Arizona, or within some specific local areas in the State. Local TANF programs may still opt to be a one-stop partner, or to work in collaboration with the ARIZONA@WORK Job Center."*

<b><u>Attachment B1: ARIZONA@WORK Job Center and Affiliate Site Locations</u></b>	
<b>Local Workforce Development Area:   Coconino County_____</b>	
<b>ARIZONA@WORK Job Center Locations*</b> <i>(Name, Address, Contact Name, Phone Number)</i>	<b>ARIZONA@WORK <u>Affiliate</u> Site Locations</b> <i>(Name, Address, Contact Name, Phone Number)</i>
<b>ARIZONA@WORK Job Center Location #1</b>  ARIZONA@WORK Coconino County Comprehensive One-Stop Job Center 1701 N. Fourth St. Flagstaff, AZ 86004 928-213-3537	<b>Affiliate Site Location #1:</b>         
<b>ARIZONA@WORK Job Center Location #2:</b>         	<b>Affiliate Site Location #2:</b>         
<b>ARIZONA@WORK Job Center Location #3:</b>         	<b>Affiliate Site Location #3:</b>         

**Attachment B2: ARIZONA@WORK Job Center Partners Co-located in Each ARIZONA@WORK Job Center Location**Local Workforce Development Area: Coconino County*(Place an "X" If the ARIZONA@WORK Job Center Partner is Co-located in the Identified ARIZONA@WORK Job Center or Affiliate Site)*

ARIZONA@WORK Job Ctr Partner	ARIZONA@WORK Job Ctr #1	ARIZONA@WORK Job Ctr #2	ARIZONA@WORK Job Ctr#3	Affiliate Site #1	Affiliate Site #2	Affiliate Site #3
Adult/DW	X					
Youth	X					
Job Corps	n/a					
Native Amer	n/a					
MSFW	n/a					
Adult Ed	n/a					
Wagner-Peyser	X					
Trade	n/a					
Veterans	X					
SCSEP--State	n/a					
SCSEP-National	n/a					
Career/Tech Ed	n/a					
HUD E&T	n/a					
CSBG E&T	n/a					
Second Chance	n/a					
YouthBuild	n/a					
Other: Voc Rehab	X					

**Attachment B3: Annual Infrastructure Budget for Each ARIZONA@WORK Job Center and Affiliate Site**ARIZONA@WORK Job Center: Coconino County, Flagstaff, AZ (Name/Location)

Or

Affiliate Site/Specialized Center: \_\_\_\_\_ (Name/Location)

<i>Cost Category/Line Item</i>	<i>Line Item Cost Detail</i>	<i>Cost</i>
<b>Building Costs</b>		
Non-mov building costs		1,023,499.92
Rental of Office Furniture/Equipment		6,344.96
Security Services		84,585.22
<b>Subtotal: Building Costs</b>		<b>\$1,114,430.10</b>
<b>Equipment Costs</b>		
Office furniture/equipment		2,181.28
<b>Subtotal: Equipment Costs</b>		<b>\$2,181.28</b>
<b>Other Operating Costs</b>		
General Office Expenses		2,315.00
Indirect Costs – Occupancy		129,391.22
<b>Subtotal: Other Operating Costs</b>		<b>\$131,706.22</b>
<b>Technology to Facilitate Access to the ARIZONA@WORK Job Center</b>		
Technology used for the center's planning and outreach activities		-
<i>Specify the Technology</i>		
Cost of creation and maintenance of a center website (not specific to an individual program partner) that provides outreach to		-

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customers by providing information on ARIZONA@WORK Job Center services and/or provides direct service access to the ARIZONA@WORK Job Center  Website Address: _____  (Does not include data systems or case management systems specific to individual program partners.)		
<b>Subtotal: Technology to Facilitate Access Costs</b>		\$0.00
<b>Supplies to Support the General Operation of the ARIZONA@WORK Job Center (Local Option, If Agreed By All Co-located ARIZONA@WORK Job Center Partners)</b>		
Supplies, as defined in Uniform Guidance at 2 CFR 200.94, to support the general operation of the ARIZONA@WORK Job Center  Office Supplies		572.45
<b>Subtotal: Supplies to Support the General Operation of the ARIZONA@WORK Job Center</b>		\$572.45
<b>Common Identifier Costs (Local Option, If Agreed By All Co-located ARIZONA@WORK Job Center Partners)</b>		
Creating New Signage		-
Updating Templates/Materials		-
<b>Subtotal: Common Identifier</b>		\$0.00
<b>SUMMARY OF TOTAL INFRASTRUCTURE COSTS TO BE SHARED BY CO-LOCATED ARIZONA@WORK Job Center PARTNERS</b>		
<b>Cost Category</b>		<b>Total Cost</b>
<b>Subtotal: Building Costs</b>		\$1,114,430.10



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<b><i>Subtotal: Equipment Costs</i></b>	\$2,181.28
<b><i>Subtotal: Other Operating Costs</i></b>	\$131,706.22
<b><i>Subtotal: Technology to Facilitate Access Costs</i></b>	\$0.00
<b><i>Subtotal: Supplies to Support the General Operation of the ARIZONA@WORK Job Center</i></b>	\$572.45
<b><i>Subtotal: Common Identifier Costs</i></b>	\$0.00
<b>TOTAL INFRASTRUCTURE COSTS FOR THIS LOCATION</b>	\$1,248,890.05

**Attachment B4: Percentage of Co-located ARIZONA@WORK Job Center Partner's Occupancy in Each Center**

**ARIZONA@WORK Job Center Location: Coconino County**

**Total Square Footage of the ARIZONA@WORK Job Center: \_50,000\_Square Feet**

**Total Square Footage of Dedicated/Assigned Space for All Co-located ARIZONA@WORK Partners: \_16,515.19\_Square Feet**

<b><i>Co-located ARIZONA@WORK Job Center Partners</i></b>	<b><i>Square Footage of the ARIZONA@WORK Job Center Partner's Dedicated/Assigned Space</i></b>	<b><i>Square Footage of the ARIZONA@WORK Job Center Partner's Share of Common Area</i></b>	<b><i>Total Square Footage of the ARIZONA@WORK Job Center Partner Space</i></b>	<b><i>ARIZONA@WORK Job Center Partner's Dedicated Space as a % of All Co-located ARIZONA@WORK Job Center Partners' Space</i></b>
Title I-B Adult/Dislocated Worker/Youth	64.00	55.00	119.00	0.2%
Title III Wagner-Peyser	2,217.00	1,905.29	4,122.29	8.2%
EEA BSR	64.00	55.00	119.00	0.2%
Veterans Workforce Specialist/DVOP	64.00	55.00	119.00	0.2%
LVER	64.00	55.00	119.00	0.2%
ISA-Dept of Ed	1,310.00	1,125.82	2,435.82	4.9%
Title IV Vocational Rehabilitation	5,035.00	4,327.08	9,362.08	18.7%
Unemployment Insurance	64.00	55.00	119.00	0.2%
<b><i>Total Percentage of the Designated/Assigned Space of All Co-located ARIZONA@WORK Job Center Partners</i></b>			<b><i>16,515.19 Sq Ft / 50,000 = 32.8%</i></b>	

**Attachment B5:****Initial Proportionate Share of Infrastructure Costs Allocated to Each Co-located ARIZONA@WORK Job Center Partner****ARIZONA@WORK Job Center Location: 1701 N Fourth Street, Coconino County, Flagstaff AZ\_86004****Total Infrastructure Costs for This ARIZONA@WORK Job Center:****\$\_1,248,890.05 \* 32.8% = \$409,635.94 (See Attachment B3 & B4)**

<b>Co-located ARIZONA@WORK Job Center Partner</b>	<b>ARIZONA@WORK Job Center Partner's Dedicated Space as a % of All Co-located ARIZONA@WORK Job Center Partners' Space</b>	<b>Proportionate Share (% of ARIZONA@WORK Job Center Partner Space X Total Infrastructure Cost = ARIZONA@WORK Job Center Partner Share)</b>	<b>\$ Share to Be Paid In Cash</b>	<b>\$ Share to Be Paid In Non-Cash</b>
Title I-B Adult/Dislocated Worker/Youth	0.2%	\$2,497.78	\$2,497.78	-
Title III Wagner-Peyser	8.2%	\$102,408.98	\$102,408.98	-
EEA BSR	0.2%	\$2,497.78	\$2,497.78	-
Veterans Workforce Specialist/DVOP	0.2%	\$2,497.78	\$2,497.78	-
LVER	0.2%	\$2,497.78	\$2,497.78	-
ISA-Dept of Ed	4.9%	\$61,195.61	\$61,195.61	-
Title IV Vocational Rehabilitation	18.7%	\$233,542.44	\$233,542.44	-
Unemployment Insurance	0.2%	\$2,497.78	\$2,497.78	-
<b>Total Infrastructure Costs to Be Shared by ARIZONA@WORK Job Center Partners in Cash/Non-Cash (Must Equal Total Infrastructure Costs for this ARIZONA@WORK Job Center)</b>			<b>\$409,635.94</b>	<b>\$0.00</b>

**Attachment C:**

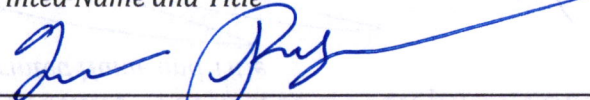
**Signatures of Co-located ARIZONA@WORK Job Center Partners Agreeing to Share Infrastructure Costs**

**By signing below, all parties agree to the terms prescribed in the Infrastructure Funding Agreement**

***(Chief Elected Official)***

Supervisor Matt Ryan, Chair of the Board  
Coconino County Board of Supervisors


*Printed Name and Title*

  
Signature and Date

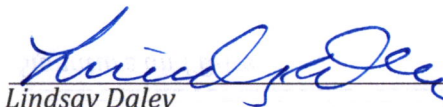
***(LWDB Chairperson)***

Dr. Aaron Tabor, Ph.D., Chair  
Coconino Workforce Development Board

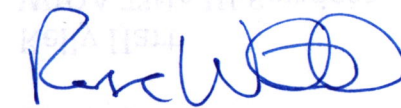
*Printed Name and Title*

  
Signature and Date 12/16/20

***ATTEST:***

  
Lindsay Daley Date  
Clerk of the Board

***Approved as to form:***

 2/10/21  
Rose Winkler Date  
Deputy County Attorney



**Attachment C:**

**Signatures of Co-located ARIZONA@WORK Job Center Partners Agreeing to Share Infrastructure Costs**

**By signing below, all parties agree to the terms prescribed in the Infrastructure Funding Agreement**

***(Co-located Partner Entity)***

Dr. Aaron Tabor Ph.D. Chair  
WIOA Title IB Services  
Coconino Workforce Development Board

*Printed Name and Title*

 12/16/2020  
*Signature and Date*

***(Co-located Partner Entity)***

Marv Beckham, RSA Unit Supervisor  
WIOA Title IV Services  
Arizona Department of Economic Security

*Printed Name and Title*

*Signature and Date*

***(Co-located Partner Entity)***

Kelly Hart  
WIOA Title III Services  
AZ Dept of Economic Security

*Printed Name and Title*

*Signature and Date*

***(Co-located Partner Entity)***

*Printed Name and Title*

*Signature and Date*



**Attachment C:**

**Signatures of Co-located ARIZONA@WORK Job Center Partners Agreeing to Share Infrastructure Costs**

**By signing below, all parties agree to the terms prescribed in the Infrastructure Funding Agreement**

***(Co-located Partner Entity)***

Dr. Aaron Tabor Ph.D. Chair  
WIOA Title IB Services  
Coconino County Workforce Development Board  
*Printed Name and Title*

\_\_\_\_\_  
*Signature and Date*

***(Co-located Partner Entity)***

Marv Beckham, RSA Unit Supervisor  
WIOA Title IV Services  
Arizona Department of Economic Security  
*Printed Name and Title*

\_\_\_\_\_  
*Signature and Date*

***(Co-located Partner Entity)***

Kelly Hart  
WIOA Title III Services  
AZ Dept of Economic Security  
*Printed Name and Title*

Kelly Hart 1/6/2021  
*Signature and Date*

***(Co-located Partner Entity)***

\_\_\_\_\_  
*Printed Name and Title*

\_\_\_\_\_  
*Signature and Date*

**Attachment D:**

**Signatures of Non-Co-located ARIZONA@WORK Job Center Partners Agreeing to Negotiate the Sharing of Infrastructure Costs as When Sufficient Data Are Available to Determine Relative Benefit and Proportionate Share**

By signing below, all parties agree that when data are available to determine the benefit of ARIZONA@WORK Job Centers to non-co-located ARIZONA@WORK Job Center partners, the infrastructure cost sharing agreement will be renegotiated to include their proportionate share of contributions.

***(Non-Co-located Partner Entity)***

Dr. Lisa M. Blank, Ph.D. Dean of CTE  
WIOA Title II  
Coconino Community College  
*Printed Name and Title*

\_\_\_\_\_  
*Signature and Date*

***(Non-Co-located Partner Entity)***

\_\_\_\_\_  
*Printed Name and Title*

\_\_\_\_\_  
*Signature and Date*

***(Non-Co-located Partner Entity)***

\_\_\_\_\_  
*Printed Name and Title*

\_\_\_\_\_  
*Signature and Date*

***(Non-Co-located Partner Entity)***

\_\_\_\_\_  
*Printed Name and Title*

\_\_\_\_\_  
*Signature and Date*

<b>Attachment E1: Career Services Applicable to Each ARIZONA@WORK System Partner</b>							
<b>Basic Career Services</b>	<b>T-I Adult</b>	<b>T-I DW</b>	<b>T-I Youth</b>	<b>T-II AEL</b>	<b>T-III WP</b>	<b>T-IV VR</b>	<b>TANF</b>
T-I Program Eligibility	✓	✓	✓		✓		
Outreach, Intake, Orient	✓	✓	✓	✓	✓	✓	
Initial Assessment	✓	✓	✓	✓	✓	✓	
Labor Exch/Job Search	✓	✓	✓		✓	✓	
Referrals to Partners	✓	✓	✓	✓	✓	✓	
LMI	✓	✓	✓		✓	✓	
Performance/Cost Info	✓	✓	✓		✓		
Support Service Info	✓	✓	✓	✓	✓	✓	
UI Info/Assistance	✓	✓	✓		✓		
Financial Aid Info	✓	✓	✓	✓	✓	✓	
<b>Basic Career Services</b>	<b>Tech Ed</b>	<b>SCSEP</b>	<b>Job Corps</b>	<b>Native Am</b>	<b>MSF</b>	<b>YouthBuild</b>	<b>TAA</b>
T-I Program Eligibility							
Outreach, Intake, Orient							✓
Initial Assessment							✓
Labor Exch/Job Search							✓
Referrals to Partners							✓
LMI							✓
Performance/Cost Info							✓
Support Service Info							✓
UI Info/Assistance							✓
Financial Aid Info							✓

<b>Basic Career Services</b>	<b>Comm Act</b>	<b>Housing</b>	<b>UI</b>	<b>Native Am</b>	<b>Veterans</b>	<b>Other Part</b>	<b>Other Part</b>
T-I Program Eligibility							
Outreach, Intake, Orient					✓		
Initial Assessment					✓		
Labor Exch/Job Search					✓		
Referrals to Partners					✓		
LMI					✓		
Performance/Cost Info							
Support Service Info					✓		
UI Info/Assistance			✓				
Financial Aid Info							

<b>Individ Career Services</b>	<b>T-I Adult</b>	<b>T-I DW</b>	<b>T-I Youth</b>	<b>T-II AEL</b>	<b>T-III WP</b>	<b>T-IV VR</b>	<b>TANF</b>
Comp Assessment	✓	✓	✓			✓	
Employment Plan	✓	✓	✓			✓	
Career Plan/Counsel	✓	✓	✓			✓	
Short-Term Prevoc	✓	✓	✓			✓	
Internships/Wk Exper	✓	✓	✓			✓	
Out-of-Area Job Search	✓	✓	✓				
Financial Literacy	✓	✓	✓				
ELA/Integ Education	✓	✓	✓	✓			
Workforce Preparation	✓	✓	✓	✓			



<b>Individ Career Services</b>	<b>Tech Ed</b>	<b>SCSEP</b>	<b>Job Corps</b>	<b>Native Am</b>	<b>MSF</b>	<b>Youth Build</b>	<b>TAA</b>
Comp Assessment							✓
Employment Plan							✓
Career Plan/Counsel							✓
Short-Term Prevoc							✓
Internships/Wk Exper							
Out-of-Area Job Search							✓
Financial Literacy							✓
ELA/Integ Education							✓
Workforce Preparation							✓
<b>Individ Career Services</b>	<b>Comm Act</b>	<b>Housing</b>	<b>UI</b>	<b>Native Am</b>	<b>Veterans</b>	<b>Other Part</b>	<b>Other Part</b>
Comp Assessment					✓		
IEP					✓		
Career Plan/Counsel					✓		
Short-Term Prevoc					✓		
Internships/Wk Exper					✓		
Out-of-Area Job Search					✓		
Financial Literacy							
ELA/Integ Education							
Workforce Preparation					✓		

**Attachment E2: Consolidated System Budget for the Delivery of Applicable Career Services**

*The "Consolidated System Budget for the Delivery of Applicable Career Services" is the total actual or reasonably estimated amount of funds budgeted by the required ARIZONA@WORK Job Center partners for the delivery of the career services (that are applicable to their programs) and made available through the ARIZONA@WORK one-stop delivery system. This budget includes all costs, including personnel, related to the administration and delivery of these services.*

<b>Applic Career Services</b>	<b>T-I Adult</b>	<b>T-I DW</b>	<b>T-I Youth</b>	<b>T-II AEL</b>	<b>T-III WP</b>	<b>T-IV VR</b>	<b>TANF/CA</b>
<b>Basic Career Services:</b> T-I Eligib/Initial Assess Outreach, Intake, Orient Labor Exch/Job Search Referrals/LMI Support Service Info UI Info/Fin Aid Info	\$	\$	\$	\$	\$209,735	\$232,955	\$ N/A
<b>Applic Career Services</b>	<b>Tech Ed</b>	<b>T-V OAA</b>	<b>Job Corps</b>	<b>Native Am</b>	<b>MSF</b>	<b>Youth Build</b>	<b>TAA</b>
<b>Basic Career Services:</b> T-I Eligib/Initial Assess Outreach, Intake, Orient Labor Exch/Job Search Referrals/LMI Support Service Info UI Info/Fin Aid Info	\$	\$	\$	\$	\$	\$	\$152
<b>Applic Career Services</b>	<b>Comm Act</b>	<b>Housing</b>	<b>UI</b>	<b>Native Am</b>	<b>Vets</b>	<b>Other Part</b>	<b>Other Part</b>
<b>Basic Career Services:</b> T-I Eligib/Initial Assess Outreach, Intake, Orient Labor Exch/Job Search Referrals/LMI Support Service Info UI Info/Fin Aid Info	\$	\$	\$4,126	\$	\$12,157	\$	\$

<b>Applic Career Services</b>	<b>T-I Adult</b>	<b>T-I DW</b>	<b>T-I Youth</b>	<b>T-II AEL</b>	<b>T-III WP</b>	<b>T-IV VR</b>	<b>TANF</b>
<b>Indiv Career Services:</b> Comp Assessment/IEP Career Plan/Counsel Short-Term Prevoc Internship/Wk Exper Financial Literacy IET/ELA/WF Prep	\$	\$	\$	\$	\$ 266,553	\$ 52,604	\$
<b>Applic Career Services</b>	<b>Tech Ed</b>	<b>T-V OAA</b>	<b>Job Corps</b>	<b>Native Am</b>	<b>MSF</b>	<b>YouthBuild</b>	<b>TAA</b>
<b>Indiv Career Services:</b> Comp Assessment/IEP Career Plan/Counsel Short-Term Prevoc Internship/Wk Exper Financial Literacy IET/ELA/WF Prep	\$	\$	\$	\$	\$	\$	\$152
<b>Applic Career Services</b>	<b>Comm Act</b>	<b>Housing</b>	<b>UI</b>	<b>Native Am</b>	<b>Vets</b>	<b>Other Part</b>	<b>Other Part</b>
<b>Indiv Career Services:</b> Comp Assessment/IEP Career Plan/Counsel Short-Term Prevoc Internship/Wk Exper Financial Literacy IET/ELA/WF Prep	\$	\$	\$	\$	\$34,315	\$	\$

**Attachment F1: Optional ARIZONA@WORK Job Center Partner Agreement to Share Other Costs and Services**

**Type of Cost to be Shared:**

**Description of the Cost to Be Shared and What it Includes:**

**ARIZONA@WORK Job Center Partners Agreeing to Share This Cost**

**The following ARIZONA@WORK Job Center partners have agreed to share these costs:**

**The ARIZONA@WORK Job Center partners that agreed to share these costs will benefit by:**

**Shared Cost Budget for**



<b><u>(Identify the Type of Cost)</u></b>		
<b><i>Line Item</i></b>	<b><i>Budget Detail</i></b>	<b><i>Cost</i></b>
		-
Not Applicable		-
		-
		-
		-
		-
		-
<b><i>Total Budget for This Shared Cost</i></b>		<b><i>\$0.00</i></b>
<b>Agreed Upon Cost Allocation Methodology to Share This Cost</b>		

<b>Proportionate Share for ARIZONA@WORK Job Center Partners Agreeing to Share These Costs</b>				
<i><u>(Identify the Type of Cost)</u></i>				
<b>Partners Agreeing</b>	<b>Agreed Methodology</b>	<b>Initial Partner Share</b>	<b>Amount in Cash</b>	<b>Amount in Non-Cash</b>
Partner 1:  N/A		\$	\$	\$
Partner 2:		\$	\$	\$
Partner 3:		\$	\$	\$
Partner 4:		\$	\$	\$
Partner 5:		\$	\$	\$
Partner 6:		\$	\$	\$
<b>Total Budget for This Shared Cost</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

**Attachment F2: Signature of ARIZONA@WORK Job Center Partners Agreeing to Share Identified Operating Costs/Shared Services**

**Signature Page for Partners Agreeing to Share (Identify the Type of Cost)**

**By signing below, these parties agree to the terms prescribed in the sharing of other costs.**

Partner 1:

N/A

\_\_\_\_\_  
Printed Name and Title

\_\_\_\_\_  
Signature and Date

Partner 2:

\_\_\_\_\_  
Printed Name and Title

\_\_\_\_\_  
Signature and Date

Partner 3:

\_\_\_\_\_  
Printed Name and Title

\_\_\_\_\_  
Signature and Date

Partner 4:

\_\_\_\_\_  
Printed Name and Title

\_\_\_\_\_  
Signature and Date

**Attachment F2: Signature of ARIZONA@WORK Job Center Partners Agreeing to Share Identified Operating Costs/Shared Services**

**Signature Page for Partners Agreeing to Share *(Identify the Type of Cost)***

**By signing below, these parties agree to the terms prescribed in the sharing of other costs.**

Partner 1:

N/A

\_\_\_\_\_  
Printed Name and Title

\_\_\_\_\_  
Signature and Date

Partner 2:

\_\_\_\_\_  
Printed Name and Title

\_\_\_\_\_  
Signature and Date

Partner 3:

\_\_\_\_\_  
Printed Name and Title

\_\_\_\_\_  
Signature and Date

Partner 4:

Kristen Mackey, RSA Administrator  
Printed Name and Title

Kristen Mackey 12/14/2020  
Signature and Date